

MEMORANDUM FOR: Director of Personnel

SUBJECT : Central Processing Branch

Emmett:

I read your memorandum of 11 August 1967 in which you comment on suggestions made about the Central Processing Branch. Your memorandum indicates that you consider the Branch to be running smoothly and, in essence, propose to take no further action.

I am concerned at the overly defensive tone of your memorandum rather than the more positive approach which I believe should be taken to problems that do exist.

As you are aware, the report on the Central Processing Branch was prepared by one of my staff officers for my information. It seems that the confidentiality of that report may have been compromised by the several references to the identity of the staff officer in your memorandum. I am sure that you recognize the confidential nature of some of the information in the report and the necessity for its protection.

It was not our purpose to criticize the performance of the present Branch Chief; I do feel, however, that he has served in this position long enough and that we should be taking steps now to train his eventual replacement.

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I would like you to identify and appoint a young and active Deputy Chief of the Branch as soon as possible. I am also not convinced that the present organizational location of the Branch is ideal. Please review this matter, giving serious consideration to an organizational change that would work to the maximum advantage of this important activity.

With the implementation of our program to tie the Central Processing Branch into our information data base, this would seem to be an ideal time for a survey in depth of present functions, procedures, forms, etc. The method of accomplishing this is certainly something that you will want to consider, but I would like to see such a survey made.

R. L. Bannerman  
DD/S

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